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FINE ARTS COMMISSION

AGENDA

8 April 1985 - 1100 hours

Room 7D32 Hqs.

1. Call to Order by Chairman.

2. Review of March Minutes.

3. Committee Reports

a. Exhibits

4. Old Business

a. Standard Design for Door Signs

b. Book Disposal Units Outside the Library

c. Certificate of Appreciation for FAC Supporters

d. Upgrade of Display Cases and Panels in Exhibit Hall

e. Progress Report on Colors

5. New Business

a. Benches in Main Corridors

b. Graphics Display

6. Next Meeting - 13 May 1985.

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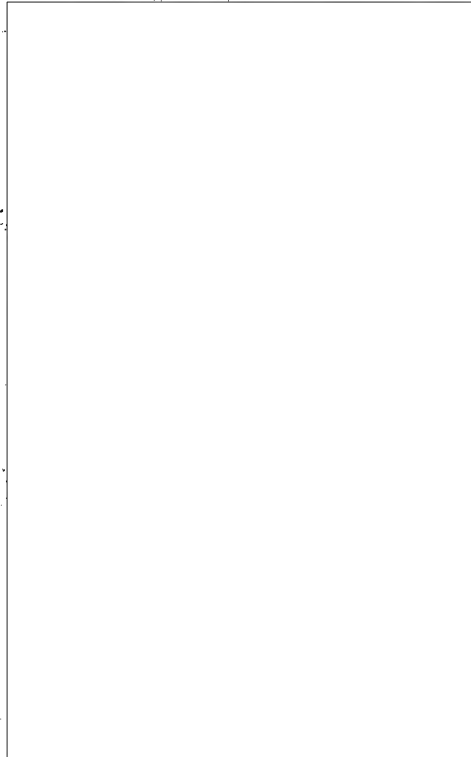
**MINUTES
OF THE 11 MARCH 1985
MEETING OF THE FINE ARTS COMMISSION**

1. The meeting was called to order at 1100 hours in Room 7D32 Headquarters. Present were:

Members:

Consultant:

Others:



2. The minutes of the February meeting were approved as submitted.

3. Committee Reports

a. Exhibits

March - Employee Photography Exhibit

[redacted] reported that the Employee Photograph Exhibit is up and is very nice. Of particular interest are the old cameras exhibited in the cases.

April - Employee Craft Exhibit

[redacted] said that she has been getting a lot of response to the notices that went out announcing the Employee

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25X1 Craft Exhibit. She is taking some of the items early for some
of the people who are going on TDYs. [] also requested some
volunteers to help her.

May - Far East Exhibit.

25X1 [] reported that his original plan to use photos
will be difficult because he hasn't heard from any of the
people he contacted for photos. He has enlargements of
25X1 newspaper photos, mounted in 2'x3' aluminum frames, borrowed
from the Census Bureau. [] is planning to use a 4'x4'
lion's head as an introduction to the exhibit, which will have
as its theme "fulfilling America's promise." Various methods
of mounting the paper mache head were discussed, and there was
25X1 general approval for a proposal to hang it from the ceiling.
25X1 [] asked [] to check into the feasibility of
this and let [] know.

June - Hot Air Ballooning Exhibit

25X1 [] is working with [] on the Hot Air
Ballooning Exhibit to be mounted in June. There is a
possibility that this exhibit will have to be postponed due to
25X1 construction work in the exhibit hall. [] will keep us
informed on this.

Other Possible Exhibits

25X1 [] will be
meeting in the near future to discuss editorial changes in the
captions for the Iranian exhibit.

4. Old Business

a. Wall Map in 1B Corridor

25X1 The missing portion of the Paris wall map has been
25X1 reprinted and installed. The installation was flawed; there
are some bubbles, and the map on the south-facing wall was
installed in a manner with a visible margin on the left-hand
side. Instead of centering the panels the installers started
at the left and then cut it off at the right, resulting in an
untrimmed margin on the left. [] asked FAC to look at
the installation and get back to him or [] in the
next two days with views on whether or not we should request
that the job be done again.

b. Additional Displays of Information on Library
Acquisitions

25X1 [] said that the librarian, []
25X1 had spoken to her concerning a suggestion that book jackets

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from the library be displayed on selected floors near the elevators as a little extra advertisement for the library. The suggestion was specifically that they be put in the elevator wells, not on the existing bulletin boards. After discussion, the FAC recommended that the library consider using photographs of book jackets on large posters instead.

c. First Visit by Color Consultant

25X1 [redacted] met with
 25X1 [redacted] who had prepared a preliminary report especially for
 25X1 discussion at this meeting of the FAC. [redacted] had a chart
 25X1 that [redacted] had prepared using existing chips from a
 25X1 scientifically balanced color chart, along with her report, and
 25X1 explained its meaning. [redacted] likes the concept of the door
 25X1 colors but not necessarily the colors themselves. [redacted]
 said the opportunity that she sees is that we could go from the
 very light walls and dark accent colors to less of a contrast
 in the colors, i.e., darken the light colors and lighten the
 dark colors. In time, we could change the color selections of
 the entire building. FAC agreed that we should proceed with
 25X1 [redacted] and ask her to develop a series of color palettes for
 25X1 our consideration. [redacted] asked [redacted] to express the
 25X1 FAC's warm appreciation for the quick way in which [redacted]
 responded to our request for a report.

d. Colors for the New Buildings

25X1 [redacted] reported that she has a proposed palette
 but that her boss wants to allow the contractors to do more
 work on it, so it will be a little while before it is available
 for FAC review.

e. DCI Portraits

25X1 [redacted] announced to FAC that the new portrait of the
 DCI is in her office. She will have it till Thursday. The
 replacement Turner portrait is coming Wednesday and will be
 hung without fanfare. (This has since been delayed due to Mr.
 Turner's missing his last sitting.)

5. New Business

25X1 Mr. Fitzwater joined the meeting to thank [redacted]
 25X1 for everything he has done, and presented him with a letter of
 appreciation from him and the FAC. [redacted] thanked
 everyone for the support he has been given, saying that it has
 been one of the most satisfying experiences of his career.

a. Installation of New Sewer Line

25X1 [redacted] reported that he had spoken with Bob
 25X1 [redacted] in HOME. There is a plan to restore the area after

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25X1 [] the sewer line is installed and to replace the landscaping. [] thinks that we should have been informed about the sewer line but that once we have made our concerns known then we must accept the commitment of those responsible that they will restore the area in question. To a certain extent we have done our job so well that people are saying "We better do it this way or the FAC will be after us."

b. Certificate of Appreciation for FAC Supporters

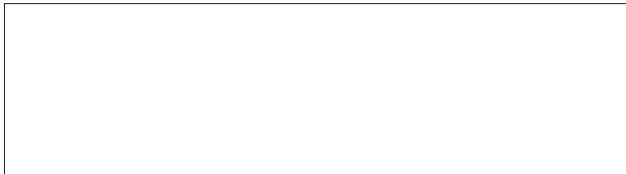
25X1 [] offered a suggestion that we have a
25X1 standardized certificate that the FAC use for expressing appreciation to an organization or individual from whom we have obtained a loan or other service. [] talked to Protocol and they have no such thing. In the past we have written a letter on Agency letterhead expressing our appreciation of a donor's generosity. A certificate to express appreciation is worth considering. After discussion it was decided that the issue be tabled until next meeting.

c. FAC Meeting with DDA

25X1 [] reported that she had received a request from Mr. Fitzwater that the FAC meet with him briefly. The Commission agreed to meet with Mr. Fitzwater on Wednesday, 13 March at 4:00 p.m. in the DDA conference room.

7. The next meeting of the FAC will be held on Monday, 8 April 1985 at 1100 hours in Room 7D32.

8. The meeting was adjourned at 1220.



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